



**File Code:** 6300

**Date:** October 26, 2009

**Route To:** (5100), (6300)

**Subject:** AQM 2011 Pre-Season Incident Agreement - National Pilot National Pilot Solicitation

**To:** Regional Foresters

The AQM 2011 Preseason Incident Agreements Team was created February 2009 to identify and analyze opportunities for advertising, awarding and administering competitive preseason agreements on a national level. This effort is in conjunction with the Competitive Solicitation Plan initiated by the agency in 2007. While several resources are already managed at the Incident Support Branch in Boise, ID, such as aircraft, caterers, and crews, the team was tasked to identify additional resources that could be awarded and administered at the national level. The result of the team's analysis was an Implementation Plan to aid the decision making process for future incident procurements; specifically, a plan to help determine whether a single national contract would be a more viable option than multiple regional procurements.

The team considered a number of factors when selecting the resources suitable for solicitation on a national level, including:

- 1) Resource must be identified on the national competitive solicitation plan.
- 2) National specifications/template must be available
- 3) Resource must be used in more than one geographic area (the broader the need base, the better).
- 4) Other considerations
  - Complexity (pre-award inspections, specialized requirements)
  - Results of any previous competitions
  - Volume of use (e.g. previous expenditures)

The team identified two resource categories that met all of the above criteria: refrigerated trailers and crew-carrier buses. The team determined these resources could realistically be administered from a single acquisition management (AQM) unit and would provide a suitable model for the pilot program. As a result, Region 6, AQM, and the Incident Support Branch, WO-AQM, will provide the procurement support to pilot national solicitations for these two resource categories.

The Preseason Incident Agreements Project Team will provide assistance with pre-solicitation approvals, such as the Acquisition Strategy and/or Source Selection Plan. The specifications and solicitation template in the Virtual Incident Procurement (VIPR) system will also be provided. A project team member will also be assigned to provide support to the pilot unit and monitor the effort for the team's benefit. The pilot units will solicit, evaluate, award, and administer the agreements for the entire nation for their respective resources.



The team has established a rigorous goal of awarding agreements by March 1, 2010, in time for the earliest seasonal fire season in the country. It is expected that solicitations will be issued in the fall of 2009 as soon as approvals are in place to proceed with the procurements.

I appreciate the willingness of the units to provide the support for the pilot, and we are looking forward to measuring the success of those pilots along with valuable insight on the merits of the national business model for future procurements. If you have any questions concerning this pilot, contact Susan Prentiss, Project Team Leader, (208) 387-5669.

*/s/ Melissa Dyniec acting for*  
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